

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on 04<sup>th</sup> September 2017 at 02.030 PM in the Board Room, Ambedkar Bhawan of the University

Following were present:

- |   |                            |
|---|----------------------------|
| 1. Prof. N.M.P. Verma                                 | : Chairman                 |
| 2. Prof. D.P. Singh                                   | : Member                   |
| 3. Prof. R.B. Ram                                     | : Member                   |
| 4. Prof. Kamal Jaiswal                                | : Member                   |
| 5. Prof. R.A. Khan                                    | : Member                   |
| 6. Prof. Saudarshan Verma                             | : Member                   |
| 7. Prof. Shubhini A. Saraf                            | : Member                   |
| 8. Registrar  | : Member                   |
| 9. Shri Brij Kishore Dubey                            | : External Member          |
| 10. Dr. Veenay Kumar                                  | : External Member          |
| 11. Director, Institute of Technology & Management    | : External Member          |
| 12. Dean, Academic Affairs<br>(Dr. Ram Kinkar Pandey) | : Director, IQAC Committee |

Prof. Priti Saxena could not attend the meeting.

After deliberation and discussion following was resolved:

- 1) There should be a proper office with adequate manpower and infrastructure for Director, IQAC to collect and arrange the related information.
- 2) Administration should take adequate action against the Dharna and illegal disturbances in the University.
- 3) Regular meeting of students' council should be done and grievance redressal mechanisms should be streamlined.
- 4) Feedback from the students should be taken in each semester and a set should be provided to IQAC cell within fifteen days. An online reporting system should be developed by the Computer Centre to facilitate it quickly. The IQAC should analyze it and report it in the next meeting of IQAC.
- 5) Each session should be inaugurated by the Vice Chancellor and all the officials like Dean Academics, DSW, Proctor, Registrar, Librarian, Sport in-charge etc. should address them on the facilities available in the University.
- 6) Seminar, Conferences and workshops should be done in more organised way. The participation of registered members should be improved. A brief note of outcome should be included in Annual reports and recorded CD's of major Lectures should be maintained in the Library for the students and other interested persons.
- 7) Engineering representative should also be invited in the meeting to explain about matter related to the building.
- 8) A portal for students' feedback should be created and it should be linked with HODs, Deans etc. The Director Computer Centre is requested to do it.

*[Handwritten signatures and dates]*  
RPS:ph 04/9/17  
M. K. ...  
Amit ...  
K. D. ...  
G. ... 4/9/17  
C. ...

- 9) Online Institutional Database and complete MIS should be developed on priority basis.  
It should be assigned to the computer centre.
- 10) Annual Quality Assurance Report (AQAR) as per guidelines and parameter of NAAC should be prepared. The RSO should be involved for preparing AQAR document.
- 11) The format of AQAR is approved.
- 12) Industry Institution Partnership Program should be strengthened.

The meeting ended with a vote of thanks to the Chair.

*RPS, ph*  
04/09/17  
Director, Institute of Technology & Management  
(External Member)  
(Director, IQAC Committee)

Director, Institute of Technology & Management  
(External Member)  
(Dr. Ram Kinkar Pandey)

Dr. Veenay Kumar  
(External Member)

Shri Brij Kishore Dubey  
External Member

*Sunil*  
Registrar  
(Member)

*Karaf*  
Prof. Shubkanti A. Saraf  
(Member)

*Atarshan*  
Prof. Atarshan Verma  
(Member)

*R.A. Khan*  
04/09/17  
Prof. R.A. Khan  
(Member)

*Kamal*  
Prof. Kamal Jaiswal  
(Member)

*R.B. Ram*  
Prof. R.B. Ram  
(Member)

*D.P. Singh*  
Prof. D.P. Singh  
(Member)

*N.M.P. Verma*  
Prof. N.M.P. Verma  
(Chairman)